



STATE OF ALASKA  
DEPARTMENT OF TRANSPORTATION  
AND PUBLIC FACILITIES

RECEIVED \_\_\_\_\_

**APPLICATION / RENEWAL  
FOR ENCROACHMENT PERMIT  
FOR ADVERTISING ON BUS BENCHES,  
BUS SHELTERS, TRASH RECEPTACLES**

See attached instructions and other information, including applicable regulations.

- New Application       Renewal/Change of Owner       Other \_\_\_\_\_
- Bus Bench(es)       Bus Shelter(s)       Trash Receptacle(s)

ANNUAL PAYMENT TO DISPLAY ADVERTISING: \$ \_\_\_\_\_

*Please Print or Type*

<input type="checkbox"/> Governmental Agency <input type="checkbox"/> Business <input type="checkbox"/> Private	
Nonprofit Corporation <input type="checkbox"/> Yes <input type="checkbox"/> No	
Applicant's Name:	Phone:
Email Address:	
Business / Organization Name:	Phone:
Email Address:	
Mailing Address (include City and Zip Code): <input type="checkbox"/> Business <input type="checkbox"/> Private	
Physical Address (include City and Zip Code):	
Business License # (for businesses only):	Phone:
Location of the proposed advertising (road name, milepost, nearest cross street, etc.):	
Do you own the land where the bus bench(es)/bus shelter(s)/trash receptacle(s) are located? <input type="checkbox"/> Yes <input type="checkbox"/> No (If no, provide landowner's name and complete mailing address in this box)	
Description of proposed advertising (attach samples or photographs):	
Speed limit and traffic volume at the proposed location(s) (for assistance, check with DOT&PF regional office)	
♦ Value of trash removal services (if any) you will provide: \$ _____	
♦ Proposed frequency of trash removal services (if any) you will provide: _____	
♦ Qualifications of contractor for trash removal services (if any) you will provide:	
<b>Applicant's Certification</b>	
I certify that I have read the instructions and that all the above information and any attachments I have provided are true and correct. The undersigned agrees and understands that an encroachment permit can be denied, and that, if permitted, is subject to DOT&PF rules and regulations, and is subject to final inspection and approval.	
Applicant Signature: _____ Date: _____	

**INSTRUCTIONS FOR ENCROACHMENT PERMIT FOR  
ADVERTISING ON BUS BENCHES, BUS SHELTERS, AND TRASH RECEPTACLES**

Thank you for your interest in an Encroachment Permit to allow advertising on bus benches, bus shelters, and trash receptacles. These permits are allowed under 17 AAC 20.005(c)—(e) as follows:

“(c) The department may issue a permit to allow advertising within highway rights-of-way on bus benches, bus shelters, and adjacent trash receptacles. The trash receptacles may not be located more than 15 feet from the bus bench or shelter. Except as provided in (d) and (e) of this section, the department will select the permittee through a request for proposals process that is consistent with state law and that considers

- (1) any annual payment from the permittee to display advertising allowed by this subsection;
- (2) the value of trash removal services, if any, to be provided by the permittee;
- (3) the proposed frequency of any trash removal services;
- (4) qualifications of the contractor for any trash removal services to be provided; and
- (5) other requirements that the department considers necessary to ensure compliance with AS 19.25 and this section and to protect public safety.

(d) The department may negotiate an agreement, subject to the requirements in (c) and (e) of this section, with a municipality that operates year-round transit service, to administer a permit system for advertising within highway rights-of-way on bus benches, bus shelters, and trash receptacles. The trash receptacles may not be located more than 15 feet from the bus bench or shelter.

(e) For bus benches, bus shelters, and adjacent trash receptacles described in AS 19.25.105(d)(1), the department may grant a permit at no cost to a nonprofit corporation that is exempt from taxation under 26 U.S.C. 501(c)(3). A permittee under this subsection may place its name or logo upon those bus benches, bus shelters, and trash receptacles, if the permittee has provided the bus benches, bus shelters, and trash receptacles. The trash receptacles may not be located more than 15 feet from the bus bench or shelter.”

**Please mail or take your application to:**

<p><b>Southeast Region Mailing Address:</b></p> <p>DOT&amp;PF ROW 6860 Glacier Hwy Juneau AK 99801-7909</p> <p>Voice: (907) 465-4540 or 1-800-575-4540 Fax: (907) 465-3506 TDD: (907) 465-4410</p>	<p><b>Central Region Mailing Address:</b></p> <p>DOT&amp;PF ROW PO Box 196900 Anchorage AK 99519-6900</p> <p>Voice: (907) 269-0700 or 1-800-770-5263 Fax: (907) 248-9456 TDD: (907) 269-0473</p>	<p><b>Northern Region Mailing Address:</b></p> <p>DOT&amp;PF ROW 2301 Peger Road Fairbanks AK 99709-5316</p> <p>Voice: (907) 451-5400 or 1-800-475-2464 Fax: (907) 451-5411 TDD: (907) 451-2363</p>
<p><b>Southeast Region Physical Address:</b></p> <p>DOT&amp;PF ROW 6860 Glacier Hwy Juneau AK 99801-7909</p>	<p><b>Central Region Physical Address:</b></p> <p>DOT&amp;PF ROW 4111 Aviation Drive Anchorage AK 99502-1058</p>	<p><b>Northern Region Physical Address:</b></p> <p>DOT&amp;PF ROW 2720 Picket Place Fairbanks AK 99709-4910</p>